NORTHAW & CUFFLEY PARISH COUNCIL

7 Maynard Place, Cuffley, Herts, EN6 4JA
Telephone: 01707 875825

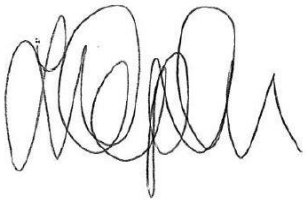
Summons issued 23rd July 2021

To Members of the Parish Council HR Committee,

Councillors, Susan Harden, Paul Singleton and Bob Stubbs.

You are summoned to attend the meeting of **Northaw & Cuffley Parish Council HR Committee** that will be held in Cuffley Hall (small hall) Maynard Place, Cuffley EN6 4JA on **Wednesday 28th July 2021** at 7pm. Your presence is summoned for transacting the business outlined below.

The meeting is open to all members of Council, the press and public unless the Council do otherwise **RESOLVE** to enter private session where members of the public and press are excluded.



Lisa Chaplin LCGI PSLCC CPFA CiLCA
Interim Clerk to Northaw & Cuffley Parish Council

PLEASE BE AWARE THE MEETING MAY BE RECORDED BY THIRD PARTIES

AGENDA

HR-01 **APOLOGIES & ANNOUNCEMENTS**
To receive and accept apologies for absence

HR-02 **DECLARATIONS OF INTEREST**
To receive declarations of interest from members regarding items on the agenda

HR-03 **QUESTIONS FROM THE PUBLIC**
Members of the public may ask a question, make representation, or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes

HR-04 **CONFIDENTIAL STAFF MATTERS**
To receive an update on staff matters to include:

- Office Manager 6-month probation sign off
- Staff training update
- Any staff matters Committee members wish to raise with the Clerk

The Committee may resolve under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and public and broadcast media must be excluded from the meeting as in consideration of the items of business their broadcast or publicity would be prejudicial to the public interest due to the confidential or commercial nature of the business to be transacted.